

# **ARTICULATION PROPOSAL**

## **Business Education Career and Technical Education Division**

With the recent emphasis on career clusters and skill standards testing, within the Kentucky Department of Education, it is proposed that the universities offering degrees in Business Education articulate college level credit for students who have obtained a career major with at least B grades and who pass the Administrative Support Skill Standards Assessment, or pass all eight parts of the MOS Certification test.

### **Career Clusters/Majors**

To complete a career major in Administrative Support Services or Information Processing Services, students must earn four career-related credits within the career major. Three of the four credits must come from the recommended courses for that major.

### **Proposal**

It is proposed that Eastern Kentucky University offer Four (4) hours of credit if a student accomplishes the following:

1. Receive a Career Major Certificate in Administrative Support Services or Information Processing Services and have at least a B average.
2. Pass the Administrative Support Skill Standard Assessment or all five parts of the MOS Certification test
3. Makes at least a B in ACS 302

The student who successfully completes the above steps will receive credit in ACS 106 (1 hour credit) and ACS 200 (3 hours credit) for a total of 4 hours credit.

### **Process**

The Department of Business Education State Staff will monitor the process of awarding the Skill Standard Certificates and the Career Major Certificates. Each of the students will be issued a letter from the local school district certifying that the student should receive credit along with an explanation of which of the above options the student completed. This letter will be presented to the appropriate personnel at Eastern Kentucky University during the student's first year of enrollment.

## **Potential Outcomes of the Articulation Proposal**

### **A. For Business Education Students**

- 1) Allows Secondary Business Education Students to become trained in a specific set of skill standards developed by industry representatives and Kentucky Department of Education personnel putting a stamp of approval on their training.
- 2) Allows Secondary Business Education Students to get a head start in pursuing an advanced degree in one of the fields in Business.
- 3) Provides motivation for a student to pursue a Career Major.
- 4) Provides motivation and incentive for students in the Skills Standard Testing Process and MOS Certification.

### **B. For Secondary Business Education Programs**

- 1) Allows secondary Business Education Programs to promote the articulation with students and administrators and help with recruiting of quality students.
- 2) Provides a tool for Secondary Teachers to be in contact with University Professors and Kentucky Department of Education Personnel.
- 3) Successful Passing Rates of Students could be used in Program Promotion and in recruiting a more talented, non-traditional, and /or diverse student population.

### **C. For Kentucky Department of Education**

- 1) Provides a tool for the Kentucky Department of Education to put significant emphasis on the recent thrusts of Career Majors and Skill Standards Assessment.
- 2) Provides an opportunity to motivate students to do better on the skill standards assessment, thereby increasing the passing rates and consequently increasing the learning of students and the quality of the instruction in secondary Business Education.

### **D. For Eastern Kentucky University**

- 1) Allows for a closer working relationship between Eastern Kentucky University programs and /secondary Business Education Programs.
- 2) Provides motivation for more and better students to be attracted to pursue degrees in Business.
- 3) Provides a significant bridge and motivation for a successful transition for students between the Secondary Business Education Programs and Higher Education.

We the undersigned parties agree to the terms of this articulation agreement.

Name	Title	University
Lana Barnes	ACS Coordinator	Eastern Kentucky University

Mark Elbert	Chair MMAE Dept.	Eastern Kentucky Univ.
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Robert B. Rogers	Dean	College of Bus. & Tech., Eastern KY Univ.
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W. Lyle Cook	President	Eastern Kentucky University
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